

**REQUEST FOR PROPOSALS
for
ACTUARIAL VALUATION SERVICES
for the
ANDOVER CONTRIBUTORY RETIREMENT SYSTEM**

PUBLIC NOTICE

The Andover Contributory Retirement Board (ACRB) is requesting written proposals from interested Actuarial Firms to provide Actuarial Services for the ACRB with specific experience with Massachusetts public pension boards or systems. All respondents should be knowledgeable and proficient with Massachusetts General Laws (MGL), Chapter 32 and PERAC regulations CMR 840.

All requests to obtain a copy of this Request for Proposals (RFP), or questions pertaining to this RFP, should be directed to the following contact person:

Andover Retirement System's contact person:

Elena M Kothman, Executive Director of Retirement Services
Andover Contributory Retirement System
Town Offices
36 Bartlet St
Andover, MA 01810
(978) 623-8540 fax (978) 623-8594
elena.kothman@andoverma.us

Please also cc any emails to Helen Armano, the Administrative Assistant in the Andover Retirement Office, at helen.armano@andoverma.us.

Responses must be submitted on or before **Monday, October 26, 2020 by 12:00 noon**. Any proposal not meeting this deadline will NOT be accepted or considered.

All questions or comments concerning this RFP must be submitted to the System's contact person on or before **Tuesday, October 13, 2020 by 12:00 noon**.

The Andover Contributory Retirement Board reserves the right to accept or reject any and all proposals.